

1 **DEPARTMENT OF LABOR AND INDUSTRIES**
2 **INDUSTRIAL INSURANCE CHIROPRACTIC ADVISORY COMMITTEE**
3 **BYLAWS**
4

5 The Industrial Insurance Chiropractic Advisory Committee (IICAC or
6 Committee), its officers, members and any subcommittees acting on behalf of
7 the Committee shall recognize, observe and be bound by the provisions of
8 Title 51 (as amended by Chapter 282, Laws of 2007), WAC 296-20-0100,
9 WAC 296-20-02705 and these Bylaws, as adopted or as hereafter amended.

10 The bylaws shall become effective upon approval in writing by the
11 Department of Labor and Industries (Department).

12
13 **A. NAME:**

14 This entity shall be known as the Industrial Insurance Chiropractic Advisory
15 Committee (IICAC or Committee).

16
17 **B. AUTHORITY TO ACT:**

18 The Committee is formed pursuant to Title 51 (as amended by Chapter 282,
19 Laws of 2007) to advise the department on matters related to the provision of
20 safe, effective and cost-effective treatments for injured workers.

21
22 The Committee is an advisory committee established by the department to
23 aid in the development of coverage criteria, review of coverage decisions and
24 technology assessments, review of chiropractic programs, practice guidelines
25 and review of rules pertaining to health care issues and other issues related
26 to the provision of high quality chiropractic care to injured workers.

27
28 **C. PURPOSE OF BYLAWS:**

29 It is the purpose of the bylaws:

30 1) To establish a framework for the work of the Committee:

- a) To provide for selection of a chair, vice chair and such other officers as the Committee may determine;
 - b) To create subcommittees as may be necessary;
 - c) To establish regular times and places for meetings of the Committee;
 - d) To review, consider and act upon any matters deemed by it to be necessary to the administration of the Committee.
- 2) Establish procedures for consideration of chiropractic issues presented by the Department, the State Health Technology Assessment Program, the State Prescription Drug Program or other comparable entities, for consideration and recommendation, if appropriate;
 - 3) Establish procedures for consideration of requests from legislative bodies and the Workers' Compensation Advisory Committee as cited in RCW 51.36 (as amended by Chapter 282, Laws of 2007).
 - 4) Establish procedures to evaluate the safety, efficacy, and effectiveness of a given healthcare related service, technology and/or a statute, rule or guideline.
 - 5) Establish procedures that guide the development of recommendations which may be considered by the department for approval/adoption which may become the basis for making industrial insurance policy and/or claim decisions; and,
 - 6) Establish a protocol for deciding when additional information or evidence is necessary for the work of the Committee and procedures for collection of additional information.

D. THE OBJECTIVES AND PURPOSE OF THE INDUSTRIAL INSURANCE CHIROPRACTIC ADVISORY COMMITTEE:

The Committee is an independent advisory committee appointed by the Director as directed in WAC 296-20-01001 (1) (a) – (e).

The objectives and purpose of this Committee include but are not limited to:

- 1) Provide peer review and advice,

1 2) Assist the department in the resolution of controversies, disputes, and
2 issues between the department and the providers of chiropractic care. The
3 Committee:

4 a) Review and advise the Department on:

5 i. budgetary and administrative issues;

6 ii. coverage decisions based on the best available scientific evidence
7 from which the department may use the Committee's advise for
8 making coverage determinations;

9 iii. treatment guidelines for covered services based on the best
10 available scientific evidence and the expert opinion of a majority
11 consensus of the Committee, for which such advice may be used
12 for provider education, for criteria for the Department's utilization
13 review program, and for making industrial insurance claim
14 decisions;

15 iv. criteria related to definitions of quality of care and patterns of
16 harmful or ineffective care; and

17 v. issues related to emerging clinical conditions and related scientific
18 evidence.

19 b) May form subcommittees which will report back to the Committee on
20 specific topics as the Committee deems necessary and as approved
21 by the Department. The Committee may request the department hire
22 content experts to assist the subcommittee in developing
23 recommendations for the Committee's consideration.

24 3) Coordinate with the State Health Technology Assessment Program and
25 the State Prescription Drug Program as necessary.
26

27 **E. COMMITTEE MEMBERSHIP**

28 1) Application Process

29 To be considered for appointment to the Committee, applicants must
30 complete and submit the Nomination Form for Committee Membership, to
31 include the Conflict of Interest form.

1 2) Qualifications for Appointment

- 2 a) Appointment to the Committee shall be made by the Director from a list
3 of nominations provided by statewide clinical groups and associations
4 as provided by Title 51 (as amended by Chapter 282, Laws of 2007).
5 b) Nominees must demonstrate knowledge and expertise in evidence-
6 based practice and or care of injured workers.
7 c) Nominees shall possess a license to practice chiropractic in the State
8 of Washington.
9 d) Nominees shall have an active chiropractic practice, including the care
10 of injured workers, with a majority of the practice occurring within the
11 State of Washington.
12 e) Nominees shall complete the Conflict of Interest disclosure form.
13 Members must keep the disclosure statement current and provide
14 updated information whenever circumstances change.
15 f) Nominees must be a member in good standing with any applicable
16 agencies, boards, professional licensing boards or commissions.

17
18 **F. REQUIREMENTS FOR MEMBERSHIP IN THE INDUSTRIAL INSURANCE**
19 **CHIROPRACTIC ADVISORY COMMITTEE:**

20 All Committee members shall:

- 21 1) Enter into and maintain a personal services contract with the Department
22 at the time of their appointment and act in accordance with all of its terms
23 and conditions.
24 2) Maintain an active license to practice chiropractic in the State of
25 Washington.
26 3) Maintain good standing with any applicable agency, board, professional
27 licensing board or commission throughout the entire term of their
28 appointment.
29 4) Maintain an appropriate Conflict of Interest status per the Conflict of
30 Interest Addendum to these bylaws.
31 5) Not be an employee of the Department.

1 6) Not use the name of the Committee in any publication, meeting,
2 negotiation, or promotion without prior approval of the Department.

3 7) Serve at the pleasure of the Department.
4

5 **G. APPOINTMENT PERIOD:**

6 1) Nominees shall be appointed to a term not to exceed three years.

7 2) A member may be re-nominated for re-appointment by his or her
8 statewide clinical group and/or association (eg, the Washington State
9 Chiropractic Association) to additional three-year terms.

10 3) Vacancies occurring on the Committee shall be filled by the Director, from
11 a nomination roster provided by statewide clinical groups and/or
12 associations.

13 4) If a vacancy occurs due to termination of a member during the term of his
14 or her appointment, the initial appointment shall be for the remainder of
15 the term of the vacant position.
16

17 **H. REMOVAL OF MEMBERS:**

18 Members of the Committee serve at the pleasure of the Director. Termination of
19 appointment may result from any of the following:

20 1) Referral by the Chair to the Director for just cause shown;

21 2) Failure to disclose a conflict of interest and complete an annual Conflict of
22 Interest form;

23 3) Failure to abide by all terms of the Conflict of Interest addendum attached
24 to these Bylaws;

25 4) Loss of license to practice chiropractic in the State of Washington;

26 5) Failure to abide by statute, rules, bylaws of the committee

27 6) Failure to maintain in good standing with any applicable agency, board,
28 professional licensing board or commission throughout the entire term of
29 their appointment; or

30 7) Failure to regularly attend and participate meetings of the Committee.

31 **I. COMPENSATION AND EXPENCES**

Members of the Committee and any duly established subcommittees will be compensated and reimbursed for valid expenses for participation in the work of the Committee in accordance with a personal services contract to be executed after appointment and prior to commencement of activities related to the work of the Committee.

J. DUTIES OF COMMITTEE MEMBERS:

Include, but are not limited to:

- 1) To advise the Department in all matters related to the provision of safe, effective and cost effective treatments for injured workers, including but not limited to review of programs and rules pertaining to healthcare issues, development of practice guidelines and coverage criteria, and review of coverage decisions and technology assessments.
- 2) To fully participate in issue discussions keeping in mind that the safety and well being of the workers of the State are at the core of the discussion.
- 3) To inform the Committee of any possible conflict of interest that may arise in regard to a specific technology, chiropractic service or coverage topic discussion immediately prior to Committee discussions as well as in formal written disclosures required for Committee nomination and membership.
- 4) To graciously accept a conclusion of the Chair, the Committee or Director conflict of interest does exist, and to recuse oneself from the discussion as appropriate.
- 5) To establish procedures the Committee deems necessary to conduct evidence based reviews, educational programs, and other initiatives relevant to policy discussions for chiropractic care of injured workers.
- 6) To regularly attend meetings of the Committee.

K. SCIENTIFIC BASIS FOR ADVICE

- 1) The Committee shall consider the best available scientific evidence, and the expert opinion of Committee members and experts or consultants identified by the Committee, when providing advice and recommendations to the department related to coverage decisions, policies or rules.
- 2) Treatment guidelines developed by the Committee shall consider the best available scientific evidence, expert opinion of Committee members, and experts or consultants identified by the Committee as appropriate. The Committee shall recommend coverage criteria based existing rule (WAC 296-20-02704) and on careful evaluation of the best available evidence at the time of the review.
- 3) “Best available scientific evidence” includes reports and studies published in peer-reviewed scientific and clinical literature. The best evidence will be evidence from studies designed to minimize potential bias and most applicable to the Washington State injured worker population. The Committee shall consider the methodology and rigorousness of the literature identified as well as the quality of publication source.
- 4) When considering the best scientific evidence, the Committee shall give greatest weight to the most rigorously and appropriately designed studies.
- 5) The Committee shall consider the strength of study design based upon scientifically accepted methodologic principles including randomization, blinding, and appropriateness of outcomes, spectrum of cases and controls and statistical power to detect meaningful differences. Additional consideration will be given to studies that focus on sustained health and functional outcomes of workers with occupational.
- 6) The Committee shall consider the experience of the department and may consider data from the department, other state or federal agencies or other insurers.
- 7) The Committee shall provide transparent documentation of the scientific basis for advice it provides to the department including:

1 a) Explanations of the overall strengths and weaknesses of the best
2 available scientific evidence, expert opinion and other evidence
3 considered by the Committee.

4 b) Identification and explanation of any guidelines or advice developed
5 that may be in conflict with existing guidelines, chiropractic community
6 opinion, department or other state agency policies.

7
8 **L. OFFICERS:**

9 1) Chair and a Vice Chair: A Chair and a Vice Chair, selected by the
10 members, shall manage the Committee and such other Officers as are
11 deemed necessary to administer the affairs of the Committee.

12 2) Term of Office:

13 i) The term of office shall be for two years beginning on January 1st of
14 the year following selection.

15 ii) Each officer shall hold office until a successor is duly elected.

16 3) Duties:

17 a) Chair: The chair shall be the principal executive officer of the
18 Committee and shall generally supervise and control all of the
19 business and affairs of the Committee. The Chair may recommend
20 appointment of such other officers or subcommittees to the
21 Department, as he or she deems appropriate. The Chair shall:

22 i) Preside at all meetings of the Committee;

23 ii) Participate in the development and presentation of a report to the
24 appropriate committees of the legislature in regard to the activities
25 of the Committee. The report is due on later than June 30, 2011.

26 The report shall include the following:

27 (1) A summary of the types of issues reviewed by the Committee
28 and the recommendations in regard to each issue;

29 (2) A summary of the involvement of the resolution of any disputes
30 or controversies and the outcome as a result of the Committee's
31 involvement;

- 1 (3) A summary of the peer reviews conducted and the outcome of
- 2 the review;
- 3 (4) A summary of any practice guidelines or coverage criteria
- 4 recommendations developed by the Committee, to include the
- 5 success of the recommendations;
- 6 (5) A summary of any advice provided by the Committee in regard
- 7 to practice guidelines and technology assessments; and,
- 8 (6) Put forth a recommendation as to the continuance or dissolving
- 9 of the Committee.
- 10 iii) Shall serve as an ex-officio member of all subcommittees.
- 11 iv) Prepare recommendations to the Director for removal of a
- 12 Committee member(s), subcommittee member(s) or a hired
- 13 expert(s) for good cause shown.
- 14 b) Vice Chair: The Vice Chair shall perform all duties of the Chair in the
- 15 absence of the Chair or when the Chair is unable to act or refuses to
- 16 act. When so acting, the Vice Chair shall have all of the powers and be
- 17 subject to all of the restrictions of the Chair. In addition, the Vice Chair
- 18 shall:
- 19 i) Perform such other duties as may be assigned by the chair or the
- 20 Department.
- 21 ii) Act as the designee of the chair as ex-officio member of all
- 22 subcommittees.
- 23 4) Removal: Any officer selected or appointed by the Committee may be
- 24 removed by a majority vote of the full Committee whenever in its judgment
- 25 the best interests of the Committee would be served.
- 26 5) Employment: The Chair and the Vice Chair should not be employed by the
- 27 same entity. The Committee should strive to select officers from different
- 28 regions of the state whenever possible.
- 29 6) Absences: In the absence of both the Chair and the Vice Chair, an acting
- 30 vice chair shall be appointed by a majority of the Committee present at
- 31 that meeting and shall preside at that meeting of the Committee.

1 7) Vacancies: If a vacancy occurs in the office of Chair due to his or her
2 death, resignation, removal, disqualification or other act of the Committee
3 or the Department, the Vice Chair shall automatically fill such vacancy
4 until a successor is elected at the next regularly prescribed time. If a
5 vacancy occurs in the office of Vice Chair, he or she shall be replaced by
6 a majority vote of the members for the remainder of the term.

7 8) Elections:

8 i) Usually held in November, to allow one month preparation before the
9 term begins on January 1.

10 ii) If contested, all elections of officers shall be conducted by secret ballot.

11
12 **M. CONSENSUS, VOTING AND QUORUM:**

13 Every effort shall be made by the Committee members and the Department to
14 reach consensus in the recommendation development process when working
15 to achieve final recommendations to be sent to the Department for
16 consideration.

17 1) Consensus

18 a) The Committee and all subcommittees shall utilize a consensus
19 seeking process to reach agreement in regard to the submittal of or
20 denial of advice and/or recommendations to the Department.
21 Resources for consensus seeking are provided in the Committee
22 Members Manual.

23 b) The Chair of the Committee or his/her designee shall be considered
24 the facilitator for the purpose of the consensus seeking process.

25 c) When the Chair determines that a consensus cannot be achieved
26 among the quorum present, then the Chair can refer the discussion to
27 Committee for further review, ask that the discussion be moved to the
28 next agenda or accept a motion for a vote.

29 2) Voting

30 a) Business of the Committee that is not considered advice and/or a
31 recommendation to the Department shall be transacted by motion or

1 resolution, which may be made by any member in attendance,
2 including the Chair or other person presiding at that meeting, and shall
3 require a second. Voting on all motions and resolutions shall be by
4 voice vote.

5 b) The presence of one-half plus one of the membership shall constitute a
6 quorum for the transaction of business.

7 c) A simple majority of the quorum shall be required for all voting matters.
8 A majority of the quorum must vote in favor of a motion in order for the
9 motion to be adopted.

10 d) When a member must recuse himself or herself from acting on any
11 matter, that person will not count for purposes of determining a
12 quorum. Thus, if five of the nine members are present at a meeting
13 where a vote is scheduled to occur and one member cannot
14 participate, a quorum is not present and voting on the matter must be
15 postponed or tabled or the matter fails for lack of a quorum, at the
16 discretion of the Chair.

17 e) The acts of the majority of the Committee members present at a
18 meeting at which a quorum is present shall be the acts of the
19 Committee in all voting matters.

20 f) Members must be present to vote on each matter submitted to a vote
21 of the members. A member will be considered to be present if he or
22 she attends in person or by telephone conference call or any similar
23 communication method at the moment of the vote. If the leave the
24 meeting early, they cannot leave their vote in absentia.

25 g) The Chair of the Committee shall only vote as a tiebreaker.
26
27

28 **N. MEETINGS OF THE INDUSTRIAL INSURANCE CHIROPRACTIC**
29 **ADVISORY COMMITTEE:**

30 1) The Committee shall meet at least quarterly and may meet at other times
31 by recommendation of the Chair and at the discretion of the Department.

- 1 2) Committee and subcommittee meetings shall comply with the provisions
2 of the Open Public Meetings Act, chapter 42.30 RCW, and shall be
3 subject to the provisions of the Administrative Procedure Act, chapter
4 34.05 RCW, as applicable.
- 5 3) Meetings shall be held at such time and place as the Committee Chair and
6 the Department determines in order to conduct all business deemed
7 necessary for the administration of the Committee.
- 8 4) At each meeting, the Committee shall review the status of all business
9 before the Committee, review and act upon outstanding issues.
- 10 5) Advance notice of all meetings, both regular and special, of the Committee
11 and subcommittees will be published in the *Washington State Register*
12 and will be provided to interested parties. Persons interested in receiving
13 information about meetings shall be encouraged to provide electronic
14 addresses to the Committee. Other means of receiving notice as may be
15 determined to be appropriate by the Department may also be considered.
- 16 6) Notice of the time and manner of any meeting may be given orally, or by
17 telephone to the office, residence or normal place of business of each
18 Committee member at least two days prior to the time of such meeting
19 and such notice shall be sufficient for all purposes.
- 20 7) The Department staff person assigned to provide assistance to the
21 Committee shall cause minutes of the Committee's deliberations to be
22 kept. Minutes may be, but need not be published.
- 23 8) A member of the Committee or a member of the public may request a
24 copy of the minutes of a meeting. If a member of the public requests a
25 copy, the requesting party may be required by the Department to pay for
26 its production and shipping. After completion, any copies of the minutes so
27 made shall be made available to any person upon request.
- 28 9) Meetings of the Committee may be held by means of a conference
29 telephone or similar communication equipment, by which all persons
30 participating in the meeting can hear each other at the same time, and

1 participation by such means shall constitute the presence of a person at a
2 meeting and shall be noted on the Committee minutes.

3

4 **O. STAFF ASSISTANCE:**

5 1) Staff assistance to the Committee will be provided by Department
6 employees, independent contractors employed by the Department for this
7 purpose, or such other supporting staff as the Director may deem
8 appropriate or necessary to assure that the mission of the Committee is
9 carried out.

10 2) Staff assistants shall cause all votes of all proceedings to be recorded and
11 to be available to the public, upon request.

12 3) Staff shall:

13 a) Give or cause to be given, notice of all meetings, including publication
14 in the *Washington State Register*, to all members of the Committee
15 and such parties who have advised staff of their interest in the
16 activities and meetings of the Committee and subcommittees;

17 b) Act as custodian of the records of the Committee and subcommittees;

18 c) Keep a register of the address of each member, maintain a record of
19 the names of members entitled to vote, and provide public access to all
20 such records;

21 d) Assist Committee members to complete reports of expenses, as may
22 be required for reimbursement by the state and keep accurate
23 accounts of such reports; and

24 e) Perform such other duties as may be prescribed by the Committee, the
25 Department, or the Director.

26

27

28

29 **P. CONTRACTS:**

30 1) The Committee does not have the authority to enter into contracts, but
31 may recommend that the Department enter into such contracts as are

1 necessary to carry out the provisions and purposes of the Act or the work
2 of the Committee. Such contracts may include engagements of
3 independent legal, actuarial, clinical, research or other consultants.

4 2) The Committee may suggest necessary or desirable corrections,
5 improvements or additions to any such contract.

6

7 **Q. SUBCOMMITTEES:**

8 1) The Chair may recommend to the Department the establishment of one or
9 more duly established subcommittees.

10 2) The Chair shall designate two or more Committee members to serve on
11 each duly appointed subcommittee and shall designate one Committee
12 member to serve as the Chair of the subcommittee.

13 3) Such other persons as may be recommended by the Chair and
14 designated by the Department may serve on any subcommittee. The
15 focus of the Chair shall be on recommending person(s) who will contribute
16 expertise to the issue under study.

17 4) No subcommittee shall have authority to amend, alter, or repeal these
18 bylaws, adopt any action contrary to the Committee, or remove any
19 member or take any action on behalf of the Committee or the state of
20 Washington.

21 5) The designation and appointment of any subcommittee and the delegation
22 thereto of any authority of the Committee, shall not operate to relieve the
23 Committee, or officers of the Committee, or any member of the Committee
24 of any responsibility imposed upon him or her by law, rule or these bylaws.

25

26 **R. COUNSEL TO THE COMMITTEE:**

27 The Assistant Attorney General providing general legal advice to the
28 Department will provide general legal assistance to the Committee.

29

30 **S. IMMUNITY AND INDEMNIFICATION:**

1 The members of the Committee and any subcommittee are immune from civil
2 liability for any official acts performed in good faith to further the Industrial
3 Insurance Chiropractic Advisory Committee pursuant to RCW 51.36.150 and
4 WAC 296-20-01001. Committee members are encouraged to verify that
5 service on such a professional committee is adequately addressed in their
6 professional liability insurance coverage. Although the Assistant Attorney
7 General provides general legal counsel to the Committee, indemnification
8 does not extend to costs of private legal services sought by individual
9 members.

10 11 **T. CHANGES TO BYLAWS:**

- 12 1) The Committee may vote to alter, amend or repeal these by-laws.
- 13 2) Votes to alter, amend or repeal these by-laws shall not be taken at the
14 meeting during which the changes to the by-laws are proposed.
- 15 3) The Chair shall notify all Committee members at least ten days in advance
16 of any meeting at which a vote on a motion to change the by-laws will be
17 taken. The notice shall be in writing, and shall include the text of the
18 proposed changes that will be voted upon. A fair opportunity for discussion
19 of the proposed changes shall be provided before a vote on the proposed
20 changes is taken.
- 21 4) The affirmative vote of a majority of a quorum of all Committee members
22 is required for passage of a proposed alteration, amendment or repeal of
23 these by-laws.

24 No alteration, amendment, repeal of these by-laws shall be effective until it is
25 approved by the Department in writing. Any amendment or alteration to these
26 by-laws must be in conformity with all applicable state and federal laws and
27 administrative regulations.

28 29 30 **U. TERMINATION:**

1 The Committee shall continue in existence subject to termination in
2 accordance with requirements of laws of the state of Washington or action of
3 the Department. In case of termination, to the extent consistent with such
4 laws or consistent with the action of the Department, the Committee shall
5 continue operating only to the extent necessary to orderly complete the work
6 of the Committee.

7
8 **V. EFFECTIVE DATE:**

9 These Bylaws shall be effective the date of adoption by the Committee and
10 approval by the Department, and shall terminate at termination of the
11 Committee.

12 These Bylaws of the Industrial Insurance Chiropractic Advisory Committee
13 were duly adopted at the meeting of the Industrial Insurance Chiropractic
14 Advisory Committee on the _____ day of _____, _____.

15
16 Signed: _____

17 Michael Dowling, DC, Chair

Date:

18
19 These Bylaws of the Industrial Insurance Chiropractic Advisory Committee
20 was approved by the Department of Labor and Industries on the _____
21 day of _____, _____.

22
23 By:

24 _____

25 Judy Schurke, Director Department of Labor and Industries

1 **DEPARTMENT OF LABOR AND INDUSTRIES**
2 **INDUSTRIAL INSURANCE CHIROPRACTIC ADVISORY COMMITTEE**
3 **Conflict of Interest Addendum**
4

5 This conflict of interest addendum is designed to ensure that the Committee
6 Chair, members and Department have full knowledge of extraneous
7 influences that may exist when considering an issue or review or other action
8 that may come before the Committee.

9 A member who self identifies a potential conflict of interest can offer to recuse
10 or request a determination from the Committee Chair and/or the Department.
11 When the Department is considering a potential conflict of interest, the Ethics
12 in Public Service Act, Chapter 42.52 RCW shall be the resource utilized for
13 determination.
14

15 **A. NOMINEES**

- 16 1) Nominees must disclose all financial and non-financial relationships with a
17 manufacturer, provider, or vendor of health technologies, medical devices,
18 diagnostic tools, medications at the time of application or within the most
19 recent eighteen months.
20 2) All nominees shall complete a Conflict of Interest (COI) disclosure form as
21 part of the appointment process.
22

23 **B. COMMITTEE AND/OR SUBCOMMITTEE MEMBERS**

- 24 1) Committee members shall update their Conflict of Interest disclosure
25 statements annually, and within 15 working days of any change or prior to
26 the next meeting, whichever occurs first. All members acknowledge the
27 importance of notifying their fellow Committee members of any potential
28 conflict of interest prior to participation in consideration of an issue or
29 review or other action of the Committee.
30 2) The Chair or the Department may ask a member with a conflict of interest
31 to participate in the discussion as an expert on the subject under

1 consideration. The member may not participate in the consensus and/or
2 voting processes when acting as an expert.

3 Notwithstanding any determination by the Executive Ethics Board or other
4 tribunal, the department may, in its sole discretion, terminate membership
5 if it is found after due notice and examination that there is a violation of
6 the; or any similar statute involving the member.

7

8 **C. EXPERT ASSISTANCE – COMPENSATED OR UNCOMPENSATED**

9 Experts shall accurately disclose any conflict of interest prior to consideration as
10 an expert to a topic under review by the Committee and/or subcommittee.

11

12 Failure to accurately disclose any conflict of interest may result in termination of a
13 personal services contract.

14

15